

DRAFT
Madison County Electoral Board
Minutes of the September 6, 2018 Electoral Board Meeting

Attendees: Electoral Board Members Beth Eddins , Chair, Susanna Spencer, Vice-Chair, Bonita Burr, Secretary , General Registrar, Diana Eanes, Madison Democratic Party Chair Ren LeVally.

The Minutes of the June 12, 2018 Canvass were read and approved. EB Members agreed that the notes from the Canvass are a working tool used by the Board to improve training and procedures and are not included in the minutes. We also agreed that all attendees at the Electoral Board Meetings will be named in the minutes.

Planning for November 6, 2018 General Election

Election official training dates:

October 15, 17 and 18 at 4:30 pm.

The letter to election officials was reviewed and approved.

An Election official input form regarding training will be sent with the letter.

L & A Testing dates

Sept 18 at 3 pm for Absentee voting machine and one extra.

Nov 15 at 3:30 pm for all precincts. A separate letter will be sent to selected election officials asking them to assist with the testing.

Absentee voting begins on September 21. A notice regarding daily absentee voting and Saturday voting hours and dates will be posted on the door and/or in the lobby of the building.

Change of Etlan Polling Place

-Diana Eanes is sending out new voter cards and has advertised the change in the newspaper.

-The Electoral Board and Etlan election officials will make a visit to the new precinct on October 5 to review set-up and other items necessary for election day. The handicapped parking area is marked, is flat, close to the ramp and grass covered.

-Susanna Spencer will put signs on the old polling place to advise voters of the new location.

-The new location has phone service.

Susanna Spencer will request and pick up 4 police radios for election day.

Diana Eanes and Bonita Burr will review all paperwork provided with the voting equipment for Election Day.

On November 5 at 10 am Beth Eddins will swear in the chiefs and assist in the handover of voting equipment, Susanna Spencer will assist at 4 pm. Diana Eanes will contact the high school to find some Community Service volunteers to help carry the equipment on November 5 and 6.

We discussed the **TouchWriter set-up** on Election day. It was agreed that we will just set the machine up but will not power-on or open polls unless requested by a voter. It is optional if the Chief decides to break the seal and open the case. We will locate a video with instructions on how to use the TouchWriter.

The **revised Security Plan** was approved and signed. It will be forward to ELECT in Richmond.

Susanna and Bonita will attend the **VEBA** meeting on September 13.

Ren Le Vally spoke during the Public Comment Period. He asked about why a voter's absentee ballot had not been counted in the June Primary. We suggested that the voter visit the General Registrar to find out what are some of the reasons this happened.

The next Electoral Board Meeting and Canvass will be held on Nov. 7, 2018 at 10:00 am.

Bonita Burr, Secretary